

SCHOOL DISTRICT				COUNTY			MASTER NUMBER - 00		APPROVED SAB 600 DATE		OPSC USE ONLY			
COL 1	COL 2	COL 3	COL 4	COL 5	COL 6	COL 7	COL 8	COL 9	COL 10	COL 11	COL 12	COL 13	COL 14	
SCHOOL NAME OR SITE NAME	ID NUMBER	CODE	AREA OF FACILITY	CURRENT LEASE TERM	DATE FIRST CONSTRUCTED	DATE FIRST PLACED	ORIGINAL PURPOSE	FACILITY TO BE ABANDONED	REMARKS	CHARGE "Y" OR "N"	ABANDONED	REPLACED	MODERN.	
CERTIFIED CORRECT BY DISTRICT REPRESENTATIVE					DATE					INITIAL		DATE		



General Purpose

This form is used to provide a facility report for *all* buildings in the district by:

- identifying and tracking of all portables
- identifying all buildings constructed after 01/01/93
- identifying any buildings that the district intends to abandon
- identifying any changes in facilities since the last approved SAB 600.

Specific Instructions

- Col. 1 Name the school or site where the facility is located in alphabetical order by grade level.
- Col. 2 For trailers and portable (relocatable) units provide identification numbers.
- For permanent facilities identify the buildings as referenced on the plot plan.
- Col. 3 Use *one* of the following codes to identify the type of facility:
- | | | | |
|-----------|--------------------------------|----------|----------------------------------|
| T | Trailer | D | District Owned Portable |
| L | Leased Portable | O | Portables Owned by others |
| LP | Lease-Purchase Portable | P | Permanent Facility |
| S | State Owned Portable | | |
- Col. 4 Specify the total area of the facility (for permanent buildings include covered walkways).
- Col. 5 Provide the current lease term (from month/year to month/year).
- Col. 6 Enter the date of the first notice of completion. If the facility has been modernized or reconstructed enter the date of the notice of completion for that work (month/year).
- Col. 7 Portables Only — Enter the date first setup in your district (month/year).
- Col. 8 Describe the original intended use of the facility at the time of construction (i.e., 1 science laboratory, 3 standard classrooms, 1 administration, 1 multipurpose room, etc.).
- Col. 9 Place an “X” in this column if the district intends to abandon this facility.
- FOR SELF CERTIFYING APPLICATIONS — Refer to those sections of the *Self Certifying Policy* adopted on August 26, 1992 regarding inadequate, unusable, excluded or abandoned facilities. Also see the *Portable Abandonment/Replacement Policy* of July 28, 1993.
- Col.10 Reserved for any additional remarks such as location of county-owned facilities, facilities leased to or from others, description of facility change etc.

Definitions

Trailers
(Ed. Code 39304.5)

A non-DSA approved structure that, when provided with tongue and wheels, is transportable on community roads. *Example:* Housing and Community Development or Department of Housing relocatable buildings.

Leased Portable

Portables are leased on a year-to-year basis without an option to purchase. These portables are excluded from existing adequate area for a period of five years. Additionally, either a two-year or five-year extension may be available.

Lease-Purchase Portable

Portables leased with an option to purchase or lease-purchased for a definite period of time and at the end of this period will be owned. In cases of lease-purchase or lease with the option to purchase portables, only an initial five-year exclusion and a two-year extension is available.

State-Owned Portable

Only those buildings leased from the Office of Public School Construction — such as emergency classrooms, special day care centers, and migrant education.

District Owned Portable

A portable facility which the district purchased and is now the legal owner.

Portables Owned by Others

Any portable facility which is not a trailer, a leased portable, a leased-purchase portable, a State owned portable or a district owned portable. Note in the remarks the owner of the portable facility.

County-Owned

Facilities owned by the County Superintendent (location must be placed in *Remarks Column 10*; i.e., Pioneer Elementary School, Carson Creek Boys Ranch).

Leased To or From Others

Structures, facilities, or land leased to or from others. *Example:* Parks and Recreation, CalTrans.

OPSC USE ONLY

- Col. 11 For all portables and trailers, enter a “Y” if the structure is a chargeable building or a “N” if the structure is excluded as a chargeable building.
- Col. 12 Enter an “X” if the building, permanent or portable, has been approved for abandonment by either the structural report method or the 20 year portable method.
- Col. 13 Enter an “X” if the replacement portable has been included in a Lease-Purchase Project. This is not for the identification of permanent buildings which are being replaced under the SAB abandonment policy.
- Col. 14 Enter an “X” if the portable classroom, which has been in the district’s possession for at least 20 years, has been used to house ADA which generated area for the “Modernization Bank” and the area generated by the portable has been assigned to a Modernization project.